

~~SECRET~~WEEKLY REPORT FOR SUPPLY DIVISION FOR PERIOD
ENDING 26 MARCH 19861. Progress Report on Tasks Assigned by the DCI/DDCI:

None.

2. Items or Events of Major Interest that have Occurred During the Preceding Week:

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NO b. The requirements contract, which was submitted on 27 January by Supply Management Branch (SMB), Supply Division, for the Prewired Radio System Installation Kits required for the Office of Communications's RECAP program, has been finalized by Procurement Division. An invitation to bid is expected to be mailed to the six local contractors by 28 March. SMB will continue to monitor the progress of this contract and take appropriate action to reduce reorder points of items held in stock to prepare these kits.

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d. In an effort to expand their knowledge of the operations of Supply Management Branch (SMB), Supply Division, two Commodity Section "A" editors have been cross-training with members of Central Control & Expedite Section (CCES). The editors were taught the procedures for logging-in requisitions on the WANG, and sterilizing/mailling requisitions to field stations using transmittal manifests. This has been a good learning experience for the editors. [REDACTED]

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e. A tutorial of the Field Administration Course will run 26-28 March 1986 for seven individuals. The tutorial is needed because the March running of the Field Administration Course was cancelled. [REDACTED]

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3. Significant Events Anticipated During the Coming Week:

None.

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